



**NOTICE OF MEETING  
ZONING ADVISORY COMMITTEE  
OF MARBLE FALLS, TEXAS  
Thursday, May 11, 2017 – 6:00 PM**

*A quorum of the Marble Falls City Council, Planning & Zoning Commission, and the Economic Development Corp. may be present*

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Notice is hereby given that a **Public Meeting** of the **Zoning Advisory Committee** of the City of Marble Falls, Texas will be held on **Thursday, May 11, 2017 at 6:00 pm** in the City Council Chambers located at 800 Third Street, Marble Falls, Texas, at which time the following subjects will be discussed:

1. **CALL TO ORDER**
2. **CITIZENS/VISITORS COMMENTS TO COMMITTEE.** *At this time, any person with business before the Committee not scheduled on the agenda may speak to the Committee. No formal action can be taken on these items at this meeting. No discussion or deliberation can occur in Citizen/Visitors Comments. Comments regarding specific agenda items should occur when the item is called.*
3. **REGULAR AGENDA**
  - (a) **APPROVAL OF MINUTES:** *Minutes from the regular meetings on December 15, 2016, April, 20, 2017, and the joint workshop on January 17, 2017.*
  - (b) **OVERVIEW AND DISCUSSION:** *Overview presentation of Module 1 Code Provisions.*
  - (c) **DISCUSSION:** *Discussion regarding forthcoming Module 2 Strategic Directions.*
  - (d) **DISCUSSION:** *Regarding upcoming meetings and project schedule.*
4. **ANNOUNCEMENTS AND FUTURE AGENDA ITEMS**
5. **ADJOURNMENT**

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"The Zoning Advisory Commission reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code, including but not limited to, Sections: 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) 551.087 (Economic Development), 418.183 (Deliberations about Homeland Security Issues), and as authorized by the Texas Tax Code including but not limited to, Section 321.3022 (Sales Tax Information)."

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In compliance with the Americans for Disabilities Act, the City of Marble Falls will provide for reasonable accommodations for persons attending the Commission Meetings. To better serve you, requests should be received 24 hours prior to the meeting, by contacting Ms. Christina McDonald, City Secretary, at 830-693-3615.

**Certificate of Posting Agenda Meeting Notice**

I, Scarlet Contreras, Planning Technician of Development Services for the City of Marble Falls, Texas, certify this Meeting Notice was posted at the Marble Falls City Hall in a place readily accessible to the general public, on the 5<sup>th</sup> day of May, 2017, at 5:00 p.m., posted thereafter for at least 72 continuous hours before the scheduled time of said meeting. The agenda is also posted on the City's web site: [www.marblefallstx.gov](http://www.marblefallstx.gov).

Scarlet Contreras, Planning Technician of Development Services



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**Agenda Item:** 3 (a)  
**Department:** Development Services  
**Submitted By:** City Staff

**SYNOPSIS**

The Committee will consider approval of the minutes from the regular meeting on December 15, 2016, April 20, 2017, and the joint workshop on January 17, 2017.

**STATE OF TEXAS  
COUNTY OF BURNET  
CITY OF MARBLE FALLS**

On this 15<sup>th</sup> day of December, 2016 the Zoning Advisory Committee convened at the regular meeting place having been posted as prescribed by law, with the following members present in accordance to-wit:

**MEMBERS PRESENT:**

Jane Marie Hurst	Chairperson
Brian Shirley	Committee Member
Steve Reitz	Committee Member
Darlene Oostermeyer	Committee Member
Greg Mills	Committee Member
Matt Fields	Committee Member
Jim Weber	Committee Member
Steve Nash	Committee Member
Dave Plante	Committee Member
John Page	Committee Member
Richard Westerman	Committee Member

**MEMBERS ABSENT:**

Reed Norman	Committee Member
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**STAFF PRESENT:**

Caleb Kraenzel	Assistant City Manager
Mike Hodge	City Manager
Elizabeth Yeh	City Planner
Scarlet Contreras	Committee Secretary

**VISITORS**

None

**1. CALL TO ORDER AND ANNOUNCE PRESENCE OF QUORUM:** Chairman Hurst called the meeting to order at 6:03 pm and declared a quorum of the Commission is present to conduct the meeting.

**2. Citizens/Visitors comments to be heard for items not on the agenda:** This is an opportunity for citizens to address the Planning and Zoning Commission concerning an issue of community interest that is not on the agenda. Comments on a specific agenda item must be made when the agenda item comes before the Commission. The Chair may place a time limit on all comments. Any deliberation of an issue raised during Citizen Comments is limited to a proposal to place it on the agenda for a later meeting. There were no person(s) with any public comment(s).

**3. REGULAR AGENDA:** The Commission will individually consider and possibly take action on any or all of the following items:

- A. DISCUSSION:** Introduction, purpose/role of the Zoning Advisory Committee (ZAC), project scope, and the Open Meetings Act. Caleb Kraenzel, Assistant City Manager and Elizabeth Yeh, City Planner addressed the Committee
- B. WORKSHOP:** Review of existing zoning regulations, districts, and associated development codes relating to but not limited to: parking, landscape, accessory buildings, non-conforming development. Caleb Kraenzel and Elizabeth Yeh addressed the Committee.
- C. DISCUSSION:** Regarding upcoming meetings and project schedule

**4. ADJOURNMENT:** There being no further items to discuss, Committee Member Shirley made a motion to adjourn the meeting. Committee Member Mills seconded the motion. The motion was approved by a vote of 11– 0. The meeting was adjourned at 8:21 pm.

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Jane Marie Hurst - Chairperson to the Committee

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Scarlet Contreras - Committee Secretary

**STATE OF TEXAS  
COUNTY OF BURNET  
CITY OF MARBLE FALLS**

On this 17<sup>th</sup> day of January, 2017 the Zoning Advisory Committee convened in joint workshop session at 7:00pm with the City Council and Planning and Zoning Commission of the City of Marble Falls at the Lakeside Pavilion having been posted as prescribed by law, with the following members present in accordance to-wit:

**ZAC PRESENT:**

Jane Marie Hurst	Chairperson
Reed Norman	Committee Member
Steve Reitz	Committee Member
Darlene Oostermeyer	Committee Member
Greg Mills	Committee Member
Brian Shirley	Committee Member
Matt Fields	Committee Member
Dave Plante	Committee Member
John Page	Committee Member
Steve Nash	Committee Member

**COMMITTEE MEMBERS ABSENT:**

Richard Westerman	Committee Member
Jim Weber	Committee Member

**CITY COUNCIL  
PRESENT:**

John Packer	Mayor
Jane Marie Hurst	Mayor Pro-Tem
Rachel Austin- Cook	Councilmember
Craig Magerkuth	Councilmember
Ryan Nash	Councilmember
Reed Norman	Councilmember

**COUNCILMEMBERS ABSENT:**

Richard Westerman	Councilmember
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**P&Z COMMISSION PRESENT:**

Steve Reitz	Chairman
Fred Zagst	Vice-Chairman
Darlene Oostermeyer	Commissioner
Tom Barr	Commissioner
Greg Mills	Commissioner

**COMMISSIONERS ABSENT:**

Dee Haddock	Commissioner
Jason Coleman	Commissioner

**STAFF PRESENT:**

Mike Hodge	City Manager
Caleb Kraenzel	Assistant City Manager
Elizabeth Yeh	City Planner
Jhermaine McVea	Associate Planner
Scarlet Contreras	Committee Secretary
Patty Akers	City Attorney
Christina McDonald	City Secretary
Mark Whitacre	Police Chief
Robert Moss	Parks and Recreation Director
Russell Sander	Fire Chief
Thomas Crane	Fire Marshall

**VISITORS:**

Matt Bucchin, AICP	Halff Associates
Christian Lentz, AICP	Halff Associates
Meaghan McCarthy, AICP	Halff Associates

1. **CALL TO ORDER.** Mayor Packer called the joint workshop to order at 7:08pm.
2. **JOINT WORKSHOP- Between the Marble Falls Planning & Zoning Commission, City Council, and the Zoning Advisory Committee.** Matt Bucchin, Project Manager with Halff Associates, Inc., gave an introduction on the Land Use Regulation and Zoning Update and explanation of the Code Evaluation & Proposed Approach (CEPA) memorandum. The attendees discussed how the update would affect specific uses currently in place, regulating building aesthetics, the need for a Zoning Board of Adjustment, and the variance process.
3. **ADJOURNMENT:** The joint workshop was adjourned at 9:15 pm.

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Jane Marie Hurst – Chairperson to the Committee

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Scarlet Contreras - Committee Secretary

STATE OF TEXAS  
COUNTY OF BURNET  
CITY OF MARBLE FALLS

On this 20<sup>th</sup> day of April, 2017 the Zoning Advisory Committee convened at the regular meeting place having been posted as prescribed by law, with the following members present in accordance to-wit:

**ZAC PRESENT:**

Jane Marie Hurst	Chairperson
Reed Norman	Committee Member
Steve Reitz	Committee Member
Brian Shirley	Committee Member

**COMMITTEE MEMBERS ABSENT:**

Richard Westerman	Committee Member
Jim Weber	Committee Member
Matt Fields	Committee Member
Dave Plante	Committee Member
John Page	Committee Member
Steve Nash	Committee Member
Greg Mills	Committee Member
Darlene Oostermeyer	Committee Member

**STAFF PRESENT:**

Mike Hodge	City Manager
Caleb Kraenzel	Assistant City Manager
Jhermaine McVea	Associate Planner
Chelsea Seiter-Weatherford	GIS Analyst
Scarlet Contreras	Committee Secretary
Patty Akers	City Attorney

**VISITORS:**

Matt Bucchin, AICP	Halff Associates
Jordan Maddox	Halff Associates

1. **CALL TO ORDER.** Meeting rescheduled for May 11, 2017. Quorum not present.
2. **CITIZENS/VISITORS COMMENTS TO COMMITTEE.** At this time, any person with business before the Committee not scheduled on the agenda may speak to the Committee. No formal action can be taken on these items at this meeting. No discussion or deliberation can occur in Citizen/Visitors Comments. Comments regarding specific agenda items should occur when the item is called
3. **REGULAR AGENDA**
  - (a) **APPROVAL OF MINUTES:** Minutes from the regular meetings on December 15, 2016, and the joint workshop on January 17, 2017. Motion was not taken. Quorum not present.
  - (b) **OVERVIEW AND DISCUSSION:** *Overview presentation of Module 1 Code Provisions.*
  - (c) **DISCUSSION:** *Discussion regarding forthcoming Module 2 Strategic Directions.*
  - (d) **DISCUSSION:** *Regarding upcoming meetings and project schedule.*

#### **4. ANNOUNCEMENTS AND FUTURE AGENDA ITEMS**

#### **5. ADJOURNMENT**

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Jane Marie Hurst – Chairperson to the Committee

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Scarlet Contreras - Committee Secretary



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**Agenda Item:** 3 (b)  
**Department:** Development Services  
**Submitted By:** City Staff

<b>SYNOPSIS</b>
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The purpose of this item is to present and review Module 1 Code Provisions.

Link to Module 1: <http://marblefallstx.gov/DocumentCenter/Home/View/3988>

Link to Module 1 Definitions: <http://marblefallstx.gov/DocumentCenter/Home/View/3989>

Back matter attached: None.

**Committee Member Notes:**




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**Agenda Item:** 3 (c)  
**Department:** Development Services  
**Submitted By:** City Staff

<b>SYNOPSIS</b>
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The purpose of this item is to discuss the forthcoming module, Module 2 Strategic Directions.

Back matter attached: None.

**Committee Member Notes:**




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**Agenda Item:** 3 (d)  
**Department:** Development Services  
**Submitted By:** City Staff

<b>SYNOPSIS</b>
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The purpose of this item is for the Committee to review the tentative project timetable and future meeting dates.

Back matter attached: Project Schedule.

**Committee Member Notes:**
